

**WJHG - TV & WECP - LD**  
**EEO PUBLIC FILE REPORT**  
**October 1, 2017 - September 30, 2018**

**I. VACANCY LIST**

See **Master Recruitment Source List (MRSL)** for recruitment source data

<b>Job Title</b>	<b>Recruitment Sources (RS) Used to Fill Vacancy</b>	<b>RS Referring Hiree</b>
Account Executive #1 and #2	1, 2, 3, 4, 6, 7, 8, 10, 11, 12, 13, 14, 15, 16, 17, 21, 22	4, 4
Sales Assistant	1, 2, 3, 4, 6, 7, 8, 10, 11, 12, 13, 14, 15, 16, 17, 21, 22	21
Broadcast/IT Maintenance Technician	1, 2, 3, 4, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 21, 22	21
Meteorologist	1, 2, 3, 4, 6, 7, 8, 10, 11, 12, 13, 14, 15, 16, 17, 21, 22, 23	23
Producer	1, 2, 3, 4, 6, 7, 8, 10, 11, 12, 13, 14, 15, 16, 17, 21, 22, 24	24
Multi-Media Journalist #1, #2 and #3	1, 2, 3, 4, 5, 6, 7, 8, 10, 11, 12, 13, 14, 15, 16, 17, 19, 21, 22, 24	5, 19, 24
Technical Media Producer	1, 2, 3, 4, 6, 7, 8, 10, 11, 12, 13, 14, 15, 16, 17, 21, 22	19

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**II. MASTER RECRUITMENT SOURCE LIST (MRSL)**

<b>RS Number</b>	<b>RS Information</b>	<b>Source Entitled to Vacancy Notification? (Yes/No)</b>	<b>No. of Interviewees Referred by RS over 12-month period</b>
1	Gulf Coast State College 5230 W US Hwy 98 Panama City, FL 32401 James Baxley <a href="mailto:jbaxley@gulfcoast.edu">jbaxley@gulfcoast.edu</a> Kim Hoyt <a href="mailto:khoyt@gulfcoast.edu">khoyt@gulfcoast.edu</a>	Y	0
2	National Assoc. of Hispanic Journalists Rebecca Aguilar <a href="mailto:aguilar.thereporter@yahoo.com">aguilar.thereporter@yahoo.com</a>	N	0
3	University of Florida 114 Stadium West, Gainesville, FL 32611 Tom Krynski <a href="mailto:TKrynski@wruf.com">TKrynski@wruf.com</a> 352-392-6397 Alex Wilkerson <a href="mailto:pwilkerson@jou.ufl.edu">pwilkerson@jou.ufl.edu</a>	N	0
4	Station Website <a href="http://www.wjhg.com">www.wjhg.com</a>	N	15
5	WJHG TV In House Referral 8195 Front Beach Road Panama City Beach, FL 32407	N	3
6	University of West Florida 11000 University Parkway, Pensacola, FL 32514 Communication Arts Department <a href="mailto:news@uwf.com">news@uwf.com</a>	N	0
7	Chipola College 3094 Indian Circle, Marianna, FL 32446 Royce Reagan <a href="mailto:ReaganR@Chipola.Edu">ReaganR@Chipola.Edu</a>	N	0
8	University of Central Florida, Nicholson School of Communication 4000 Central FL Blvd, Orlando, FL 32816 <a href="mailto:Communications@UCF.edu">Communications@UCF.edu</a>	N	0
9	WJHG TV On-Air Recruitment	N	0
10	TVJobs.com <a href="mailto:jobs@tvjobs.com">jobs@tvjobs.com</a>	N	
11	Spot 'n' Dots Ms. Dai Korba <a href="mailto:ads@spotsndots.com">ads@spotsndots.com</a> 888-884-2630 Fax: 607-729-7331	N	0
12	Gray TV Intra-Company Dottie Boudreau <a href="mailto:Dottie.Boudreau@gray.tv">Dottie.Boudreau@gray.tv</a> Chelsea Clements <a href="mailto:Chelsea.Clements@gray.tv">Chelsea.Clements@gray.tv</a>	N	2
13	Alabama State University, P.O. Box 271, Montgomery, AL 36101 Dr. A. David Communitatio <a href="mailto:dokeowo@alasu.edu">dokeowo@alasu.edu</a> Dept. of Communications	Y	0

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over 12-month period
14	Career Development & Resource Center, Naval Support Activity, Panama City Beach, FL 32407 Alicia Winters <a href="mailto:alicia.winters.ctr@navy.mil">alicia.winters.ctr@navy.mil</a>	N	0
15	Career Source Gulf Coast 625 Highway 231, Panama City, FL 32405 <a href="mailto:MerrittR@workforcecenter.org">MerrittR@workforcecenter.org</a>	Y	0
16	Bay County NAACP Nancy Vietor <a href="mailto:evietor@woh.rr.com">evietor@woh.rr.com</a>	Y	0
17	Medialine P.O. Box 91505 Pacific Grove, CA 93950 Mark Shilstone <a href="mailto:medialine@medialine.com">medialine@medialine.com</a>	N	0
18	Internal promotion or transfer	N	0
19	Non-employee referral WJHG TV 8195 Beachfront Road Panama City Beach, FL 32407	N	7
20	Walk In/Self-Referral	N	0
21	Indeed.com	N	6
22	University of Alabama WVUA <a href="mailto:sdiorio@wvua23.com">sdiorio@wvua23.com</a>	N	
23	Campus Connect Mississippi State University <a href="http://weather.msstate.edu">http://weather.msstate.edu</a>	N	1
24	University of Florida Career Day	N	21
Total No. of Interviewees Referred by Recruitment Sources:			55

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**III. RECRUITMENT INITIATIVES**

	<b>TYPE OF RECRUITMENT INITIATIVE (MENU SELECTION)</b>	<b>BRIEF DESCRIPTION OF ACTIVITY</b>
1.	Participate in events or programs sponsored by educational institutions relating to careers in broadcasting	<b>October 21, 2017</b> - WJHG meteorologists spoke at a student weathercasting workshop hosted by Florida State University Meteorology Department in Tallahassee, FL. They worked directly with students in the meteorology department who, upon graduation, will be seeking employment in broadcast meteorology.
2.	Participate in events or programs sponsored by educational institutions relating to careers in broadcasting	<b>October 25, 2017</b> – WJHG News Director/Noon Anchor and a WJHG Multi Media Journalist traveled to the University of Florida in Gainesville to participate in the UF College of Journalism Career Fair Day. Students were interviewed for career opportunities in the WJHG News Department. Information was also shared with students about careers in the television industry. WJHG News Director serves as a member of the Department of Telecommunications Advisory Board. In this role, she helps advise the college Dean and other leaders on the direction of the Telecommunications-News program at UF. She also works directly with students, and helps further their education in Broadcast News, by critiquing their work, offering them advice and tips to help them find jobs in the field of Broadcasting, and speaking to classes. She works with students individually where she evaluates their news stories, offers suggestions, and teaches tips that will help them with their first job.
3.	Participated in career fair	<b>October 26, 2017</b> - WJHG Promotions/Program Manager participated in Career Fest 2017 sponsored by Northwest Florida State College, Walton County School District and DeFuniak Spring Rotary Club at Northwest Florida State College Campus Chautauqua Center. At the fair, resumes were solicited and career opportunities in broadcastings at WJHG were discussed with interested attendees.
4.	Participated in career fair	<b>November 14, 2017</b> - WJHG Promotion/Program Manager participated in the Regional Career Fair sponsored by Chipola Regional Workforce Development Board at Eastside Baptist Church Marianna, FL. Chipola College, Washington-Holmes Technical Institute, and five county school districts (Calhoun, Holmes, Jackson, Liberty, Washington) bused students to the Job Fair. At the fair, resumes were solicited and career opportunities in broadcastings at WJHG were discussed with interested attendees.

	TYPE OF RECRUITMENT INITIATIVE (MENU SELECTION)	BRIEF DESCRIPTION OF ACTIVITY
5.	Participate in job fair	<b>February 9, 2018</b> - WJHG took part in the 31 <sup>st</sup> Annual Bay County Job Fair at the Haney Technical Center Panama City, FL. VP/General Manager and Promotion/Program Manager were available at the Job Fair to visit with attendees about current positions available at WJHG and other career opportunities at WJHG and in television broadcasting.
6.	Participate in events or programs sponsored by community groups interested in broadcast employment issues	<b>April 4, 2018</b> - WJHG took part in the 2017 Career Expo Career Source Job Fair at the Holley Center on the campus of Florida State University Panama City Campus. VP/General Manager and Promotion/Program Manager were available at the Career Fair to visit with attendees about current job openings and other career opportunities at WJHG and within the broadcast industry.
7.	Internship Program	<p><b>Internship #1 February 6 – April 25, 2018</b> - University of Nebraska Mass Communications/Public Relations student interned in the WJHG newsroom to gain a better understanding of the on air side of news. The intern learned the basics of producing, script writing, news gathering, and performance. The intern also shadowed reporters and was allowed to write several simple scripts with supervision. By the end of the internship this student had good knowledge of how to gather news, shoot news, and write scripts, in addition to how to assist with the overall production of a newscast. The intern also gained knowledge of writing news for social media and for the web. The intern was supervised by WJHG News Director.</p> <p><b>Internship #2 June 4 – June 22, 2018</b>- Florida State University Professional Communication Major, with a background in producing, editing, and anchoring radio broadcasts, gained a better understanding of how television broadcast differs from radio broadcast. The intern improved writing skills, wrote web stories, press releases, and interview segments, and observed the “booth” process during live shows during the course of this internship. The intern was supervised by WJHG Assistant News Director</p> <p><b>Internship #3 June 4 – August 9, 2018</b>- University of North Texas Journalism student learned how to produce and “booth” shows with supervision. The intern also had the opportunity to observe the everyday flow of a newsroom. The intern went out with a reporter to ensure understanding of the reporting process from start to finish. The intern wrote stories for on-air and online. The intern was supervised by WJHG Assistant News Director</p> <p><b>Internship #4 June 7 – August 16, 2018</b>- Florida State University Mass Communications student, interested in sports reporting, learned to shoot, edit, and write stories. The intern also assisted the sports team in making calls and setting up shoots. A general overview of newsroom positions and corresponding responsibilities was also shared during the internship. The intern was supervised by WJHG Assistant News Director.</p>